

LITTLE COTTONWOOD DISTRIBUTION SYSTEM

CO-COMMISSIONER POSITION DESCRIPTION

1. The distribution of water on Little Cottonwood Creek will be regulated by two co-equal commissioners. Although one commissioner will be nominated by the municipal group and one will be nominated by the irrigation company group, it is expected that both commissioners will work to resolve the distribution problems for all water users on the creek.
2. Both commissioners will be appointed by the State Engineer as soon as possible after the annual meeting and both will serve as commissioner through the following year. During the irrigation season (March 15th to October 31st) a commissioner must be available to respond to situations on the creek at any time. The following duties and responsibilities are shared by the two commissioners and they are equally responsible to see that they are performed adequately. The commissioners have the flexibility to determine how they will work together to accomplish the work outlined below. The commissioner scheduled to be available will carry the pager made available by the distribution committee. The pager number will be made available to the water users to contact the available commissioner when distribution situations arise on the creek.
3. Normally, the commissioners are required to monitor the creek and take measurements two to three times a week. More effort will be required during the transition periods as surplus water starts to be available and as surplus water is ending.
4. The commissioners will obtain the data necessary to determine the total flow of the Creek. They will determine how much water should be delivered to each diversion based on the Decree. They will check the diversions to determine the deliveries being made to the water users.
5. The commissioners will maintain a current list of contacts as provided by the water users. The commissioners will advise water masters if adjustments are necessary. Adjustments should be made as soon as possible. Except in emergency situations, adjustments must be made within 12 hours. If the water users do not make the requested changes, the commissioners will adjust the headgates as needed. The commissioners will only adjust headgates to close them; they will not open headgates.
6. The commissioners will review the reports from the municipalities (especially Salt Lake City) and compare them with their water measurements and records.
7. The commissioners will coordinate closely with the municipalities (especially Salt Lake City) regarding any discrepancies or concerns in the reports or diversions to ensure they are understood. The commissioners must gain an understanding of the exchange agreements in effect in the distribution system. If there are concerns about the exchange agreements, the water users should communicate them to the commissioner(s). The commissioners are responsible to alert the responsible parties about the concerns and assist where possible to resolve the problem. If necessary, the commissioner(s) should contact the State Engineer's office about the problem.
8. The commissioners will communicate with the water users about any planned changes in the

Creek flows, (i.e. changes planned by the Murray City Power Plant). This information will be communicated to the water users in a timely manner so they have adequate notice to plan changes in their delivery schedules. For emergency or unplanned changes in creek flow, Murray City Power Department Central Control will contact the available commissioner and the commissioner will contact the water users as soon as possible.

9. The commissioners will send reports to the water users every two weeks during the irrigation season. The report will include the stream flow related measurements they have taken during the previous two weeks and their calculation of total stream flow for the dates and times they monitored the creek. The report will also include the measurements taken of the diversions to the water users and any pertinent comments related to distribution during the previous two weeks, such as contacts made related to exchange agreement concerns or unplanned changes in creek flow.
10. The commissioners will prepare the annual commissioners' report for the water users and the State Engineer. The report will include the bi-weekly reports made to the water users and the bi-weekly review of City records. The report should also include any explanation needed and comments on maintenance needs in the system.